

Research Animal Transport for the NIH Clinical Center

- A. PURPOSE:** To standardize the animal transport practices of vendors, contractors, researchers, technicians, and animal care and delivery personnel, and to minimize contact between research animals and visitors, patients, and employees.
- B. BACKGROUND:** Scientists at the NIH Clinical Center (CC) are provided research resources across a wide spectrum—ranging from a research hospital to basic biomedical research laboratories. In such facilities, laboratory animals constitute an important resource. **However, the mingling of laboratory animals with patients, visitors, or employees must be minimized.**

The Warren G. Magnuson Clinical Center (the Magnuson Center) and the Mark O. Hatfield Clinical Research Center (the Hatfield Center) comprise the NIH Clinical Center. The following areas in the CC include animal facilities:

- Clinic Tower (also known as the Ambulatory Clinical Research Facility or “ACRF”) with centralized support services on the B2 level.
- In Vivo NMR Research Center
- Building 10A
- The B2 Hatfield Center Vivarium
- Satellite rooms--there are a few approved, specialized satellite room

- C. ISSUING OFFICE:** CC Chief Medical Officer. For additional information on the policy, contact the CC Animal Program Director, 301-435-5304, CC 10/1-5684 SW. For further questions about this manual contact the manual coordinator at 301-4961231.

D. REFERENCES:

[Regulations of the Joint Commission on Accreditation of Healthcare Organizations](https://www.jointcommission.org)
(<https://www.jointcommission.org>)

[Guide for the Care and Use of Laboratory Animals, ILAR/NRC, National Academy Press, Washington, DC. \(2011\)](https://grants.nih.gov/grants/olaw/guide-for-the-care-and-use-of-laboratory-animals.pdf) (<https://grants.nih.gov/grants/olaw/guide-for-the-care-and-use-of-laboratory-animals.pdf>)

[NIH Manual Chapter 3040-2, Animal Care and Use in the Intramural Program.](https://policymanual.nih.gov/3040-2)
(<https://policymanual.nih.gov/3040-2>)

Particularly note section G, Transportation of Animals, which indicates that “Transportation of experimental animals on NIH property, either between or within buildings of facilities, to or from commercial carriers, or in any manner shall be in accordance with NIH-ARAC Guidelines.”

[NIH Manual Chapter 3043-1, Introduction of Rodents and Rodent Products](https://policymanual.nih.gov/3043-1)
(<https://policymanual.nih.gov/3043-1>)

NIH Animal Research Advisory Committee Guidelines:

- [Guidelines for NIH Rodent Transportation](https://oacu.oir.nih.gov/sites/default/files/uploads/arac-guidelines/b1a_rodent_transport.pdf)
(https://oacu.oir.nih.gov/sites/default/files/uploads/arac-guidelines/b1a_rodent_transport.pdf)
- [Guidelines for NIH Non-Rodent Transportation](https://oacu.oir.nih.gov/sites/default/files/uploads/arac-guidelines/b1b_nonrodent_transport.pdf)
(https://oacu.oir.nih.gov/sites/default/files/uploads/arac-guidelines/b1b_nonrodent_transport.pdf)

[CDC/NIH Biosafety in Microbiological and Biomedical Laboratories \(BMBL\) 6th Edition](https://www.cdc.gov/labs/BMBL.html)
(<https://www.cdc.gov/labs/BMBL.html>)

[NIH Manual Chapter 3035, Working Safely with Hazardous Biological Materials \(https://policymanual.nih.gov/3035\)](https://policymanual.nih.gov/3035)

[NIH Manual Chapter 1340-1, Permits for Import or Export of Biological Materials \(https://policymanual.nih.gov/manage/chapter/view/1340-1\)](https://policymanual.nih.gov/manage/chapter/view/1340-1)

E. DEFINITIONS: none

F. RESPONSIBILITIES: Individuals responsible for implementing this policy include the CC Chief Medical Officer; Director, Office of Animal Care and Use, Office of Intramural Research (OIR); Director, Division of Veterinary Resources (DVR), Office of Research Services (ORS); the IC Scientific Directors; the IC veterinarians, and all animal facility managers.

These individuals should ensure that all NIH employees, vendors, contractors, and researchers who move animals into and/or throughout the CC are familiar with this policy and its procedures.

G. POLICY: All animal transportation throughout the CC will be accomplished in a way that minimizes visibility (excludes Building 10A and the Hatfield Vivarium) and will be accomplished in a safe, clean manner.

H. PROCEDURES:

Containment During Animal Transport

Containment should provide adequate ventilation for the animals while minimizing visualization. Animal-specific types of acceptable containment include the following:

- Rodents and rabbits: ventilated, filtered cardboard boxes
- Dogs, pigs, sheep, and nonhuman primates: draped metal transport cages or durable, ventilated, plastic containers

Source of Animals Delivered to the Clinical Center

All research animals entering CC animal facilities must be from an NIH-approved source. The alternate procedure for introducing animals from non-NIH approved source, which requires advance approval, is found in the NIH Manual Chapter 3043-1 (see D. References), introduction of Rodents and Rodent Products. For additional information call DVR, ORS at 301-496-2527.

After hours: Special arrangements must be made for security reasons. Contact NIH Police Dispatcher at 301-496-5685.

Movement of Animals within the Clinical Center

AVOID PUBLIC AREAS such as elevators marked “Animal Transport Not Permitted, cafeterias, patient care areas, lobbies, bank, stores, and the North Lobby, which is the CC’s main entrance. Security personnel will redirect personnel entering the North Lobby with animal transport boxes to another entrance. All elevators approved for animal transport will be marked “Animal Transport Permitted”.

Areas Restricted from General Animal Transport (B1,1, 2, and 10) Magnuson Center:

- **First Floor (1st).** Animals must not be moved through the first floor of the CC unless they are being taken to imaging equipment in the Diagnostic Radiology (includes Nuclear Medicine) or Positron

Emission Tomography (PET) Departments, following the schedule and traffic pattern preapproved by the Department head and complying with all containment requirements.

- **Second Floor (2nd).** The presence of surgery suites near Building 10A on the second floor make it imperative that personnel transporting animals restrict travel beyond Elevators 15 and 16 along the North Corridor to animals leaving 10A that are destined to second floor laboratories.
- **Hatfield Center.** Animals should not be transported through patient care areas on floors 1, 3, 5 and 7 in the Hatfield Center, the B1 entrance in the parking garage, or the entire first floor lobby area.

Security personnel will redirect to another entrance personnel with animal transport containers entering the North Lobby of the Hatfield Center.

Animal Delivery:

- **DVR Service.** This service pertains to rodent and rabbits purchased through the DVR Ordering and Contracting Unit. Animals are brought to the 10/B2 Animal Receiving Room and are distributed by DVR personnel.
- **Vendors and Contractors.** When transporting large numbers of animals from the B2 or B3 level for distribution, use Elevators 8,9,15,16, or 25 in the Magnuson Center. Elevator 25 is restricted to the Clinic Tower animal facility.

To access elevators for animal deliveries in the Hatfield Center, use Elevators 66 and 78 at the end of the laboratory wings.

Use the B2 North Corridor, or the 5000 Corridor to gain access to the west half of the building. Avoid using the North Corridor on other floors.

Researchers:

- **10A, Magnuson Center.** The 10A elevators will not be available for vertical transportation of animals. Animals are to be transported laterally from the floor on which they are housed onto the D Corridor or the Magnuson Center. Avoid movement from west to east along the second floor North Corridor (see also “First Floor (1st)” in the “Areas Restricted” above). From 10A floors 2,3 and 4, use Elevators 15 or 16 to move to other floors.
- **Hatfield Center.** For animals being transported to laboratories in the Hatfield Center use Elevator 75 or 78 for the east wing.

To transport animals to the west wing, use the 5000 Corridor on the B2 level to access Elevators 64 and 66. For animals that will be transported to laboratories in the Magnuson Center, use the 5000 Corridor on the B2 level to access Elevators 8,9 and 16.

Magnuson Center, Radiation Oncology. From the B2 North Corridor, take Elevator 8 or 9 to the B3 level. Follow the B Corridor to Radiation Oncology. Elevator 41 may be used with the permission of the CC APD.

- **Nuclear Medicine Department and NHLBI.** Animals delivered to B3 loading dock B3-5271, and travel through the 5000 Corridor on the B3 level to Elevator 60. Elevator 60 leads directly to the first floor of the PET Department. Animals for NHLBI take Elevator 60 to B2. Please contact the CC APD for access to this elevator (See C. Issuing office above).

Others: To move small numbers of animals in appropriate containers, either hand carried or on carts, from animal housing areas to research laboratories use Elevator 21 serving the east tower, Elevators 27

and 28 serving the ACRF, Elevator 38 serving the west tower, Elevators 75 or 78 in the east laboratory wing of the Hatfield Center, and Elevators 64 and 66 in the west laboratory wing of the Hatfield Center.

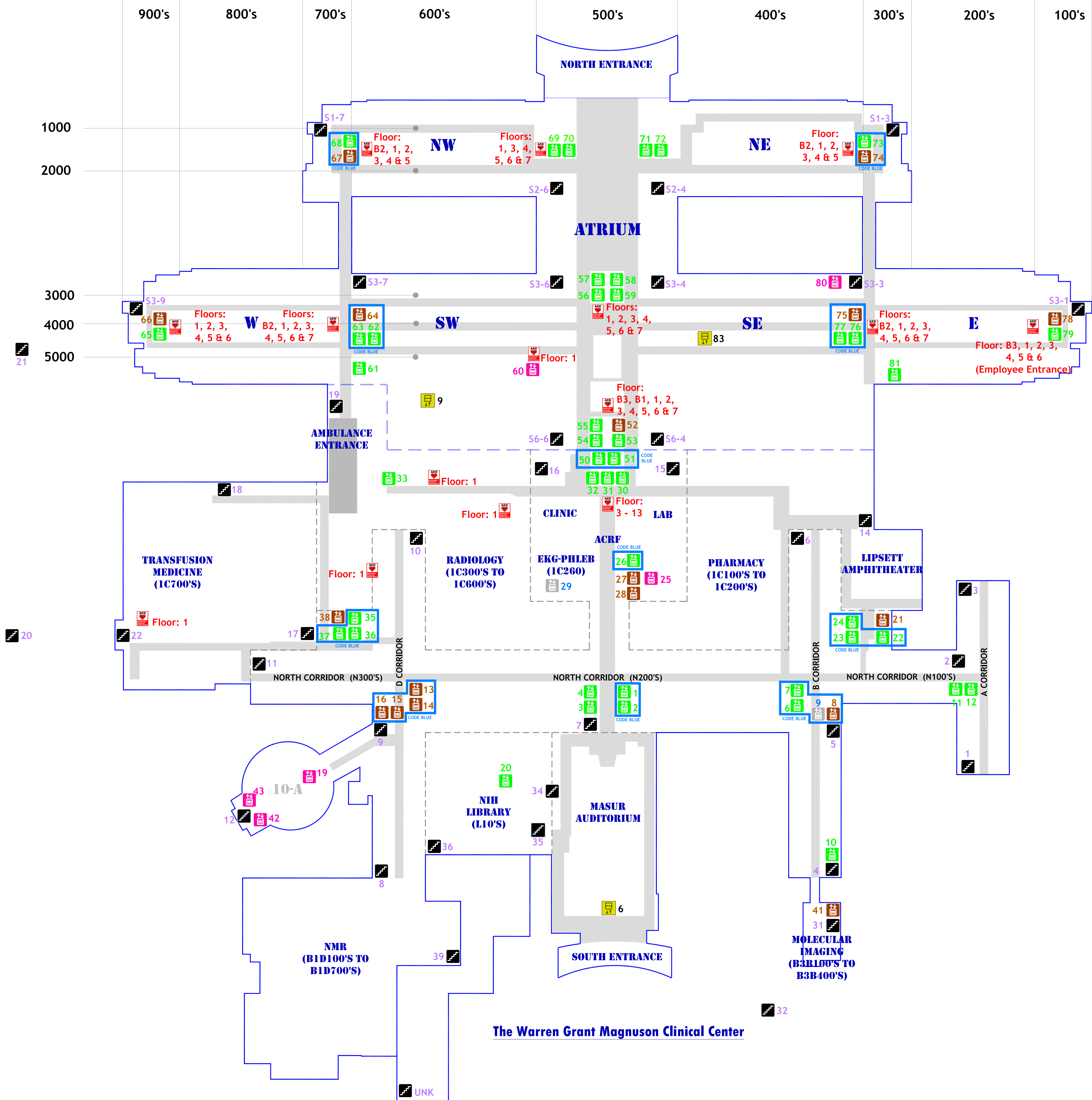
Personnel are not to use Elevator 25 in the ACRF for movement of animals from one floor to another.

EXCEPTION AUTHORIZATION

Temporary exceptions to this policy may be granted by the Chief Medical Officer, CC in consultation with the CC APD, CC Safety Officer, and IC veterinarian. The Director, Office of Animal Care and Use, may grant exceptions when activities are beyond the jurisdiction of the CC (e.g. the NHLBI in-vivo NMR Center, and the 10A animal facility administered by DVR).

DATE LAST UPDATED: 11/19/15, 2/25/21

The Mark O. Hatfield Clinical Research Center



- 1-2 Floors: B2 - 14
Use: CODE BLUE, Patients, Visitors & Staff
- 3-4 Floors: B2 - 14
Use: Patients, Visitors & Staff
- 6 - 7 Floors: B3 - 13
Use: CODE BLUE, Patients, Visitors & Staff
- 8 Floors: B3 - 13
Use: CODE BLUE, Staff & Service
- 9 Floors: B3 - 13
Use: CODE BLUE, Freight & Service
- 10 Floors: B3 - 5
Use: Patients, Visitors & Staff
- 11 Floors: B2 - 6 (B2 key access only)
Use: Visitors & Staff
- 12 Floors: B2 - 2 (B2 key access only)
Use: Visitors & Staff
- 13 - 14 Floors: B2 - 13
Use: CODE BLUE, Staff & Service
- 15 - 16 Floors: B2 - 13
Use: CODE BLUE, Staff & Service
- 19 Floors: B1 - 4
Use: Animal (dedicated)
- 20 Floors: B1 - 1
Use: Restricted to NIH Library
- 21 Floors: B1 - 11
Use: Staff & Service
- 22-24 Floors: B1 - 11
Use: CODE BLUE, Patients, Visitors & Staff
- 25 Floors: 3 - 13
Use: Animal (dedicated)
- 26 Floors: B2 - 15
Use: CODE BLUE, Patients, Visitors & Staff
- 27-28 Floors: B1 - 13
Use: Staff & Service
- 29 Floors: B2 - 13
Use: Restricted to MMD
- 30-32 Floors: B3, B2 & 1 - 13
Use: Patients, Visitors & Staff
- 33 Floors: 1 - 2
Use: Patients, Visitors & Staff
- 35-37 Floors: P3 - 11
Use: CODE BLUE, Patients, Visitors & Staff
- 38 Floors: P3 - 11
Use: Patients, Visitors & Staff
- 41 Floors: B3 - 1
Use: Patients, Visitors & Staff
- 42 - 43 Floors: B1 - 4
Use: Animal (dedicated)
- 50-51 Floors: B3 - 13
Use: CODE BLUE, Patients, Visitors & Staff
- 52 Floors: B1 - 13
Use: Patients, Visitors & Staff
- 53-55 Floors: B1 - 13
Use: Patients & Visitors
- 56-59 Floors: B2 & 1 - 7
Use: Patients, Visitors & Staff
Beds in raised position
- 60 Floors: B3, B2 & 1
Use: Animal (dedicated)
- 61 Floors: 2 - 3
Use: Patients (dedicated)
All Beds
- 62-63 Floors: B3, B2 & 1 - 7
Use: CODE BLUE, Patients, Staff & Service
All Beds
- 64 Floors: B2 & 1 - 8
Use: CODE BLUE, Patients, Staff & Service
All Beds
- 65 Floors: B2 & 1 - 6
Use: Staff & Service
Beds in raised position
- 66 Floors: B2 & 1 - 6
Use: Staff & Service
Beds in raised position
- 67 Floors: B2, 1 - 6
Use: CODE BLUE, Staff & Service
All Beds
- 68 Floors: B2, 1, 3 - 5
Use: CODE BLUE, Staff & Service
All Beds
- 69-72 Floors: 1 & 3 - 7
Use: Patients, Visitors & Staff
All Beds
- 73 Floors: B2, 1, 3 - 5
Use: CODE BLUE, Staff & Service
All Beds
- 74 Floors: B2 & 1 - 6
Use: CODE BLUE, Staff & Service
All Beds
- 75 Floors: B2 & 1-8
Use: CODE BLUE, Patients, Staff & Service
All Beds
- 76-77 Floors: B3, B2 & 1 - 7
Use: CODE BLUE, Patients, Staff & Service
All Beds
- 78 Floors: B3, B2 & 1 - 6
Use: Staff & Service
Beds in raised position
- 79 Floors: B3, B2 & 1-6
Use: Staff & Service
Beds in raised position
- 80 Floors: B3 - B2
Use: Animal (dedicated)
- 81 Floors: B3 & B1
Use: Staff
- 6 Dumb Waiter - Masur Auditorium
Floors: 1
- 9 Dumb Waiter - Nuclear Medicine
Floors: B3 - 1
- 83 Dumb Waiter - Pharmacy, CRC
Floors: 1 - 3
- S 1-3 Floors: B3 - 6
Roof Access
- S 1-7 Floors: B2 - 6
Roof Access
- S 2-4 Floors: B2 - 9
Roof Access
- S 2-6 Floors: 1 - 9
Roof Access
- S 3-1 Floors: B3 - 7
Roof Access
- S 3-3 Floors: B3 - 8
Roof Access
- S 3-4 Floors: B2 - 9
Roof Access
- S 3-6 Floors: 1 - 9
Roof Access
- S 3-7 Floors: B2 - 8
Roof Access
- S 3-9 Floors: B2 - 7
Roof Access
- S 6-4 Floors: P1 - 14
- S 6-6 Floors: P1 - 14
- 1 Floors: B2 - 7
- 2 Floors: B2 - 11
- 3 Floors: B2 - 7
- 4 Floors: B3 - 5
- 5 Floors: B3 - 14
- 6 Floors: B1 - 1
- 7 Floors: B2 - 14
- 8 Floors: B1 - 10
- 9 Floors: B2 - 14
- 10 Floors: B1 - 11
- 11 Floors: B1 - 11
- 12 Floors: B1 - 4
- 14 Floors: 1 - 2
- 15 Floors: P3 - 14
- 16 Floors: P3 - 14
- 17 Floors: P3 - 1
- 18 Floors: 1 - 2
- 19 Floors: P3 - 2
- 20 Floors: P3 - 1
- 21 Floors: P3 - 1
- 22 Floors: 1-3
- 31 Floors: B3 - B1
- 32 Floors: B3 - Exit
- 34 Floors: B1 - 1
- 35 Floors: B3 - B2
- 36 Floors: B1 - 1
- 39 Floors: B1 - 1
- UNK Floors: B1 - Exit

- Animal Transport NOT Permitted - Except Elevator # 52
- Animal Transport Permitted - Except Elevator # 52
- Animal [Dedicated]
- Freight Elevators
- Stairways
- Dumb Waiter
- Elevators Out Of Service

CRC—Typical Room Number
Floor Level 3rd fl. → 1730
Corridor Designation Corridor 1
Room Number 730